



JIM WELLS COUNTY EMERGENCY SERVICE DISTRICT # 1 REGULAR MEETING AGENDA, FEBRUARY 13, 2024

The Board of Commissioners of Jim Wells County Emergency Services District #1 held a meeting on Tuesday February 13, 2024, at 7:00 pm, in the Abel Perez Fire House located at 101 FM 1540 in Sandia, Texas 78383 for the following purposes.

1. CALL TO ORDER AND DETERMINATION OF A QUORUM

Meeting called to order by ESD #1 Board President, Commissioner Abraham Aguilar on February 13, 2024, at 7:00 pm.

ESD #1 Commissioners also present were Patrick Carter, Diana Hernandez, Karin Knolle. Judge Matthew Schmidt was not present. Business Administrator, Brien Nicolau joined via phone. Firefighters present were Chief Henry Barajas, Assistant Chief David Bradfute, Captain Ron Cole, Lieutenant Melinda Molina, Liza Ochoa, and Alan Johnston.

2. PUBLIC COMMENT

There was no public comment.

3. INVITED GUEST SPEAKERS/VISITORS

There were no visitors.

4. SECRETARY'S REPORT

Commissioner Carter made a motion to accept the minutes of the January 09, 2024 meeting as presented. Commissioner Aguilar seconded the motion. Motion passed unanimously.

5. TREASURER'S REPORT

Mr. Nicolau presented the Treasurer's Reports. The beginning ESD #1 balance was \$61,535.88. The total for cleared checks was \$4,535.58 and total deposits were \$52,430.69. The total for uncleared checks was \$475.78 and the total for new pending transactions was \$2,880.00 resulting in an ending balance of \$106,075.21. SVFD beginning balance was \$2,608.97. The total for cleared checks was \$65.00, an interest deposit of \$0.12, and \$30.00 in uncleared transactions, resulting in an ending balance of \$2,514.09. Commissioner Carter made a motion to accept the reports as presented, Commissioner Hernandez seconded the motion. Motion passed unanimously.

6. SVFD COMMAND STAFF REPORT

Chief Barajas reported that for January the Main Station had 5 call outs and there were 2 call outs for the FM 534 Substation #2. All fire units are in service except Unit 5 which is waiting for pressure gauges that are on back order.

7. NEW BUSINESS

- i. Discuss, consider, and take action on revised bids to install gutters and downspouts to APFH.

Commissioner Hernandez made a motion to accept the revised quote submitted from Randy's Roofing with the total being \$7,800. Commissioner Carter seconded the motion. Motion passed unanimously.

- ii. Discuss and consider selecting a vehicle service company to provide maintenance and repairs to fire apparatus.

There are 3 businesses that were mentioned, Aguilar Services, Malfunction Junction, and Brad Webster. Staff will get more information from those businesses, related to hourly charges, etc.

- iii. Take action on submitting SoTex Water Well Corp bid for the installation of second water well at the APFH to the Jim Wells County Judge for consideration.

Commissioner Knolle made a motion to submit the bid from SoTex Water Well Corp. Commissioner Hernandez seconded the motion. Motion passed unanimously.

- iv. Discuss and consider changing trash pickup service.

Chief Barajas stated that Waste Collection Lone Star is willing to donate a 2-yard dumpster for trash pickup and will not charge the SVFD for emptying the dumpster every Tuesday. Commissioner Hernandez made a motion to consider changing the trash pickup services to Waste Collection Lone Star. Commissioner Carter seconded the motion. Motion passed unanimously.



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REGULAR MEETING AGENDA, FEBRUARY 13, 2024

- v. Discuss and consider retaining the services of Sure Fire Recovery Services.

Commissioner Knolle made a motion for Mr. Nicolau to do some research on Sure Fire Recovery Services and then consult with the attorney to see if this service will be feasible for SVFD. Commissioner Carter seconded the motion. Motion passed unanimously.

- vi. Discuss, consider, and take action on the purchase of a printer for the ESD #1 Secretary and the APFH office.

Commissioner Knolle made a motion to buy a printer for the ESD #1 Secretary and a printer for the APFH office. Commissioner Carter seconded the motion. Motion passed unanimously.

- vii. Take action on Small Claim filed by Justin Boultinghouse.

The board went into Executive Session to discuss this issue. Meeting was brought back to Open Session. Commissioner Carter made a motion to pay Justin Boultinghouse the amount of \$1,425.11 for the a/c parts with the stipulation that no further action will be taken after this is done. Commissioner Hernandez seconded the motion. Motion passed unanimously.

8. OLD BUSINESS

- i. Update on repair of display box for posting agendas and notices.

Lieutenant Molina will look into getting someone to make a new one.

- ii. Update on outstanding grants submitted.

Chief Barajas is working on that.

- iii. Update on Respirator Fit Testing Program.

Chief Barajas is working on it.

- iv. Update on FM 534 substation and donated supplies.

No updates currently

- v. Update on development of Roles and Responsibilities, Operational, and Organizational SOPs for the JWCESD#1/SVFD.

Chief Barajas emailed an update on how to handle accepting donations.

9. PENDING ITEMS

- i. Update on second water well construction with monies provided by Jim Wells County.

Bid being submitted to Jo Wells County Judge for consideration as discussed above in New Business.

- ii. Update on purchase of three sets of Wildland gear.

Still anticipate a March 2024 delivery date

- iii. Update on planning for future disaster events (Ongoing).

No updates, still an ongoing process

10. ADJOURNMENT

Commissioner Carter made a motion to adjourn the meeting and Commissioner Hernandez seconded. Motion passed unanimously and Commissioner Aguilar adjourned the meeting at 7:48 pm.


Commissioner Diana Hernandez, Secretary
Jim Wells County ESD #1

Date Submitted 2-23-24